

**Christ Lutheran Church
 Congregational Council meeting minutes
 June 13, 2016
 7:00 PM**

Eric Moehring <input checked="" type="checkbox"/>	Jim Ingraham <input checked="" type="checkbox"/>	Jim Schnellenberger <input checked="" type="checkbox"/>	Judy Garnett
Cathleen Jacobson <input checked="" type="checkbox"/>	Jim Pickels	Darren D'Ateno <input checked="" type="checkbox"/>	
Absent:	Sandra Boclair <input checked="" type="checkbox"/>	Carol Jones <input checked="" type="checkbox"/>	
Non-voting:	Paul Quel	Diane Kellogg	
Guests:	none		

Indicates vote to approve minutes via email indicates abstain

Call to Order (Jim I)

Devotions (Jim P) A moment of silence and prayer for Orlando, and from Martin Luther's Little Instructions.

Congregation Comments (5 min.) None

Financial Report (Paul) "revised" version is correct. Spending is a little under budget. Had first withdrawal for the lease on the lighting in June. Adjustments to finance/budget presented later in the meeting.

Pastor's Report no report

President's Report at the last council meeting, plans to making contact with various organizations on various subjects. First, Jim Ingraham, Sandra Boclair, Tinky Keen, Bob and Suzanne Slingerland and Cindy Adams met with the administrators at Moody Middle school to discuss CLCs role in emergencies. Moody will be giving us a list of dates by August for when they will need the CLC parking lot. This will be an opportunity for us to add CLC flyers to their windshields.

Moody has an emergency incident kit and procedures manual, based on lessons learned from the Sandy Hook disaster. Included are ways to account for and track people and their whereabouts in a disaster. Moody will also provide a contact list for families in need that we can support with the Angel Tree or other similar ministries. Follow up meeting with Moody later in the summer when their school year plans are finalized.

At our_YMCA meeting (attended by Pastor, Jim Ingraham and Jim Schnellenberger), we discussed concerns we have regarding care of the facility. They expressed a desire to work with us. We presented a checklist of items that needed to be addressed each day

and week. They discussed improvements to their after school program. They offered the assistance of their technical staff in getting wifi to the educational wing. They also offered to help provide new chairs and folding tables for the central classroom, up to 30 chairs and several tables. It was not discussed who would actually own the chairs. That would have to be decided, probably that it would be considered a donation by the Y to CLC. We agreed that we would draft a memorandum of understanding to summarize all points discussed, then share with the YMCA folks for them to comment. We did not discuss the topic of charging them any kind of rent. There are several issues to consider regarding the charging of rents (insurances, taxes). The Y is required to have inspections done of any childcare meeting places. The Y is responsible for ensuring they are in compliance with all regulations.

Paul Quel and Jim I met with BB&T regarding running a payroll service for CLC. There would be charges involved. The basic plan would cost ~\$180/month. Would have to switch to 2x/month payroll. They would handle taxes, creating checks, direct deposits, W2s, and would allow continuity of the payroll function. The payroll service is run through ADP. Nothing needs to be decided immediately, but to be considered at the end of the 3rd quarter (in October), allowing them to do the W2 forms. The \$180/month would be included in the 2017 budget.

Ministry Reports

- Finance (Jim I)—Committee met, reviewed financial statements, reviewed budget adjustments.
 - Property has requested an extra \$2500 added to property to offset repairs to the HVAC system. There have been ~\$6000 in unplanned expenses for property, Richard Tripp is requesting the budget be increased to \$13,500. Motion made to increase property budget by \$2500 to \$13,500 (which will give us a cushion until something major happens). Vote unanimous in favor. **Motion carries.**
 - Linda Keener will be attending a bi-annual seminar for professional music directors in August, and is requesting an additional \$400 added to the music budget. Motion made and second. Vote unanimous in favor. **Motion carries.**
 - Jim Schnellenberger has requested funds to replace the ice machine in the kitchen. Cost would be \$1500.00 This is will be an addition to the budget. At the congregational meeting, approval was given by the congregation to the council to vote to fund purchases from the reserve fund. Motion made and seconded. Discussion, a new one with a warranty, with increased production from the current machine. Motion made to amended to increase limit to \$2000; we should look into current regulations for sanitation requirements. Motion carried to increase \$2000. Vote to approve the amended motion to purchase a new ice machine. Unanimous in favor. **Motion carries.**

- Motion made to allocate \$4500 to begin repair and refurbishment of the front doors' hardware for the locking mechanisms and panic bars. The funds would be spent over a period of time as repairs are made. Motion seconded. Discussion—none. Vote unanimous **Motion carries.**
- There are 3 separate music funds; organ repairs, brass scholarships and special music. Jim Ingraham proposes that the 3 funds be combined into one new fund called music resource that would contain the sum of the 3 current funds. The music director would recommend expenditures from funds at her discretion, and requests would come to council for approval. Requests could include hiring of musicians, granting scholarships, purchase of special music, repairs to the organ and other instruments (eg pianos, handbells, etc). The total of the combined funds would be about \$5300. Motion made to combine the funds into a music resource fund. Motion seconded. Discussion: Jim S would like to ensure that identified organ repairs are made to the organ within the current year. The most recent estimate for organ repair is ~\$2000. Jim P would like to keep the scholarship separate and remain a scholarship. Jim P would like to know if the scholarship was given by a specific church member, which council was told it was. Darren D. suggested that we specify that ~\$500 be kept available for scholarships, should the need arise. Motion made to amend the motion, and seconded to specify \$500 maintained in the fund for scholarships. Vote unanimous. **Motion carries.** Original motion vote to consolidate 3 balance sheet accounts into one. Vote unanimous. **Motion carries.**
- IT & Communications (Carol/Darren). Jim Igraham has been maintaining the CLC weekly blog, and calendar on the CLC website, and Darren D has been keeping the Facebook page more up to date with current events. Jim Schnellenger is working on guest access to the building Wi-Fi as well.
- Evangelism (Sandra Boclair) Jim S. Meeting later this month. Volunteers needed to set up coffee and pastries throughout the year. Making a handbook for greeters. Advertising in local newspapers (publish our name and service times), looking into signage on roads; there may be fees involved in that. Considering an e-directory where members' login and create their own profiles with the church, to supplement a paper church directory. It would be password protected and secure.
- Stewardship (Cathleen Jacobson) Y kids have pictures made for this month's stewardship mobile. VBS kids will make pictures in July for the commons area. Next stewardship meeting is June 21.
- Property (Paul Quel) LED lights are 99% installed. The stained glass window light needs to be readjusted. Paul will start hauling the old fixtures out of the rooms. Jim Schnellenger will help haul old stuff in his truck. The Dominion LED rebate is still in the works. The lock on the door to the Christian Ed building has broken. We don't have an official kitchen committee, so no one is tasked

with cleaning the kitchen which would include keeping an icemaker clean, should that be required.

- Vision (Jim Schnellenberger) Working to reconstitute the team, to move into long range planning. First June meeting was held to formulate the new long range planning group. Second June meeting on 6/20. Jim S would like to invite people to join the committee and make an announcement at both services. When this is done, they will come back with recommendations, and they will receive basic guidance on what topics to work on.

New Business:

- Adopt Revised Continuing Resolutions. Jim I is still getting suggestions for Continuing Resolutions. He would prefer to have most, if not all, council members present for a vote to adopt. A vote will be taken at the July meeting.
- 2017 Council recruiting Jim Schnellenberger has received a few names but would like at least 2 names from each member of council. We also would prefer at least one representative from early service.
- Budget requests (See list below) Already discussed.
- Formation of Ad Hoc 2017 Celebration Committee. Pastor Moehring. 2017 marks the 60th anniversary of CLC and the 500th of the Reformation, both in October. Focus is looking outward, into the community, one idea is a Saturday evening community celebration. Second idea is a celebration within the congregation, possibly on Reformation Sunday. Hoping that the history of CLC is finished (a book that should have been completed ~20 years ago). We would like to highlight social action, God's Work, Our Hands for example. Hope that council would appoint a steering committee, potential members were discussed.
- Jim Schnellenberger —information from Synod Assembly. Resolutions were made concerning honoring military personnel, commitment to issues of diversity, and prayers for discernment in electing a new bishop. God's Work/Our hands will be a week-long event. Regarding the first resolution, Jim S moves that we designate; starting 11/13/2016 and for subsequent Veteran's Days that the congregation provide special recognition of military personnel, by listing their names, etc. Vote unanimous. **Motion carries.**
- Jim Schnellenberger moves that we run a campaign to purchase and distribute a prayer book (\$8.00) for the armed services to provide to current and future members of CLC serving in the military, as well as collecting contributions for purchase of copies to be distributed to ELCA chaplains for distribution to service personnel. There is a link from the ELCA.org website to Augsburg Fortress to direct contributions for the

books. Motion seconded to run the campaign for the prayer books, vote unanimous **motion carries**.

Upcoming Events

- July doorkeeper – Jim S (open and close). One service. Judy Garnett will serve during August.
- Devotions for July (Open) Pastor Moehring was volunteered.
- Next Council Meeting: July 11

Closing Comments for the Good of the Church

Proposed Budget Adjustments June 13, 2016

The Finance Committee recommends Council approve the following budget adjustments:

- Increase property budget by \$2,500 (\$13,500 from \$11,000) to provide for unexpected repairs and service to our HVAC system.
- Increase music director's professional education budget by \$400 to provide for expense of attending a music seminar in Philadelphia.
- Allocate \$1,500 from the Reserve Fund to purchase a new ice machine for the kitchen.
- Allocate \$4,500 from the Reserve Fund to repair and refurbish the front doors.